



Dunstable 350th Celebration Committee Meeting Minutes

3/24/2022 6:30 pm - Meeting Called to Order

Meeting Attendees:

Debbie Courtney, Michael Fahy, Sue Fayne, Erica Flynn, Margery Kimpton, Dave Kimpton, Kathy Sniezek, Nicole Tully and Jon Swift

AGENDA

6:35 pm - Call to Order

6:40 pm - Approval of 2/28/22 Meeting Minutes

6:45 pm - Budget Update

7:00 pm - Request for Town Funding, Request for Donations

7:15 pm - Merch Inventory Update,

7:30 pm - Events Update

8:00 pm - Adjourn

Budget Update

- Erica is updating the budget docs with latest items (Pottery, Donations, Town Funding) and will have updated on Google Drive the week of 3/28/2022.

Request for Town Funding, Donations

- Funds transfer of \$5,400 to support 350 Activities was approved by the Advisory board for Fiscal 2022.
- Need clarification on deadline to spend \$5400 and submission for FY2023 budget inclusion. Sue emailed Brian Palaia on 3/28/2022.
- Discussed spinning up Social Media requests for donations.
- Need resolution to our 501(c)(3) roadblock for large donors. Nicole to talk with David Tully about viable options.
- Jon Swift will be a guest speaker on behalf of the 350th Committee at the DRLT Land Trust Annual dinner on 4/20.
- Should we create a banner or sign for the Town Center for celebration awareness (and donations)?

Update on Merchandise

- T-shirts & hoodies: Latest order should be arriving this week.
- Tote bags: Sue will order sample (minimum order is 150 bags) the week of 3/28.
- Hats: Sue & Debbie provided estimates gathered. Kathy to send updated logos for embroidery & Sue will follow up on final pricing for hats on Facebook.
- Pottery: Order has been placed.

Events Update

- Kathy will answer emails that come into our group email (town) address and will update the Committee via Facebook.
- Debbie started the event planner for the October Gala. The sub-committee will regroup to continue planning and work on the cost estimate.
- Task force leaders for sub-committees should begin meeting regularly.
- 4/30/22 TRIVIA NIGHT:

- Erica will add Trivia night invoices from Nicole. Nicole left copies with Town Hall earlier this week.
- Trivia night will be advertised in April issue of Neighbor to Neighbor.
- Michael will be the POC to work at Trivia Night working the merch table.
- Need 8 prizes for the winning team. Gift cards from local businesses? West, Tully, Farmhouse.
- 50/50 raffle - Debbie will own this event & coordinate it.
- Strawberry Festival – should plan to have a merch table. Date?
- Dunstable Theater Collaborative: May 13-15th - House of Seven Gables at Town Hall. Merch table
- Summer Concerts June 22nd - July 27th
 - Sponsor a face painting event
- 6/X/22 TOWN-WIDE YARD SALE: hosted by the Council on Aging – we can have a merch table
 - Need to coordinate with Sue Tully
- 8/20/22 GRANGE FAIR: not having one again this year?
- 10/15/22 OPENING CELEBRATION GALA: Sky Meadow Ballroom & Patio, 6-11 pm

Other

- Newsletter from the Committee to keep everybody updated on our activities/events. Is this something we could send out via the Town Website. Jake follow up? Kathy to check Facebook email capture options.
- EIN - Debbie has one if needed for ordering wholesale merchandise.
- Consider advertising in Wicked Local in area towns our events
- Acquaintance of the Kimptons offered to bring a group of 4-6 musicians playing music from the 1600's to Indian Hill for a special concert for residents around Spring 2023. Rehearsal halls can seat 150, 300, and 1,000 patrons.
- Meeting adjourned at 8:14 pm